



REFERRED TO

☐ REFERRED FOR ACTION  
☐ ANSWER FOR MY SIGNATURE  
☐ FOR FILE  
☐ FOR YOUR INFORMATION  
☐ FOR SIGNATURE  
☐ RETURN TO ME  
☐ PLEASE SEE ME  
☐ PLEASE TELEPHONE ME  
☐ FOR APPROVAL  
☐ PLEASE ADVISE ME

FAX NO. (225) 237-1390

BY \_\_\_\_\_ DATE \_\_\_\_\_  
BY \_\_\_\_\_ DATE \_\_\_\_\_  
BY \_\_\_\_\_ DATE \_\_\_\_\_

APPROVED \_\_\_\_\_ DATE \_\_\_\_\_